

# SPFGA RANGE & FACILITY RULES

(Note: In the case of disagreement between these printed rules and the website, the details on the website, being the most up-to-date, are to be taken as correct.)

## DEFINITIONS

### Bylaws

The Bylaws of the Sherwood Park Fish & Game Association (SPFGA).

### Board

The Board of Directors of the SPFGA, in accordance with articles 1.1.3 and 4 of the Bylaws.

### Member

A member of the SPFGA in good standing, in accordance with sections 1.1.1.2, 2 of the Bylaws.

### Regular Member

A member who, in accordance with sections 2.1.1, 2.1.2 and 2.1.3 is authorized for the responsible use of SPFGA facilities, EXCEPT firearms ranges.

### Range Member

A member who, in accordance with article 2 of the Bylaws has purchased optional Range Privileges, is authorized for the responsible use of SPFGA facilities, INCLUDING firearms ranges.

### Qualified Range Officer

A person, member or otherwise, with valid and current certification(s) from any organization with a recognizable Range Officer Program. Some examples of this are:

- SASS (Single Action Shooter Society)
- NROI/IPSC (National Range Officers Institute / International Practical Shooting Confederation)
- AHEIA (Alberta Hunter Education society)
- AFSS (Alberta Federation of Shooting sports)

### Holster

A device designed for the carrying of a firearm that completely covers the trigger and holds the firearm securely attached to the body.

## Holstered

Means a firearm that has had the manual safety applied (if so equipped) and securely placed in a holster.

## Enforcement Officer

A Range member of the SPFGA, employed by the Board to ensure the compliance by members with these rules.

## Acting Enforcement Officer

The first Range member present on any range who, in the absence of an SPFGA-appointed Enforcement Officer, assumes the responsibility of Enforcement Officer. This member shall continue with this responsibility until delegated to another member or an SPFGA-appointed Enforcement Officer arrives. Upon departure, this responsibility to the next longest-attending member.

Should it be unclear who the Acting Enforcement Officer is, assume that responsibility falls to you unless someone else directly says they have taken this on.

# SPFGA FACILITY RULES

These rules are a policy of the SPFGA. Non-compliance contravenes Section 2.4.2 of the Bylaws and may result in disciplinary actions including suspension or loss of membership.

In the case of an on-site dispute of interpretation of these rules between an (Acting) Enforcement Officer and a member which cannot be resolved, the member will be asked to leave and the incident reported for investigation. The member's gate pass may be suspended during this time until the matter can be resolved to the satisfaction of the Board.

# GENERAL FACILITY RULES

## Scan In

Every **primary** SPFGA member in a vehicle entering the facility is required to scan their gate access card on entry (scanning one right after the other works fine).

## Safety

Safety is both a *personal* responsibility - each member is individually responsible for knowing and following these Facility Rules and the rules of safe firearms use - and a *shared* responsibility - when an unsafe situation is observed each member is required to call a halt and ensure the situation is resolved.

## Knowledge, Skill, and Personal Protection

Members must ensure they have the knowledge, and skill, and personal protective equipment necessary to conduct themselves in a safe manner in all activities they engage in while on SPFGA property.

## Display of Membership

All members are required to display their membership card while on club property and provide it for inspection if requested by any other SPFGA member. Members are asked to be courteous in making these requests and in complying with them.

## Unsafe Equipment

The SPFGA reserves the right to deny the use of any firearm, ammunition, or archery equipment that an official representative of the club deems unsafe.

## Guest Policies

Members are permitted to be accompanied by non-member guests.

Guests accompanying members are prohibited from handling or using any firearm on any range unless they are registered in advance have proof of payment. The full Supervised Guest Range Use Policy can be viewed here: <https://www.spfga.ca/wp-content/uploads/2020/01/SPFGA-Supervised-Guest-Range-Use-Policy.pdf> Guests must be directly supervised at all times when handling firearms.

Guests are not permitted to remain on-site overnight.

## Supervision of Children

Children under 12 must be supervised by a responsible adult while on the property.

## Pets

- Pets are allowed at the Ketchamoot Creek facility.
- Pets must always be leashed and kept under control when on the property.
- Pets are permitted in the campground but must only leave the campsite with their owner. Pets must not be left unaccompanied anywhere on the property, including the campground.
- Pets are not permitted in the clubhouse or on any range.
- Owners must pick up after their pets.

- Please ensure your pet does not make an excessive amount of noise (e.g. dogs constantly barking).
- Aggressive pets are not permitted on site and must be removed from the property if they behave threateningly toward other members or their guests.

## Drugs and Alcohol

Alcohol consumption and cannabis use is prohibited in all range areas and parking areas. Persons under the influence of drugs or alcohol are not permitted in any range area.

Alcoholic beverages and cannabis ingestion are permitted in the clubhouse areas. Alcoholic beverages and cannabis use are permitted in individual campsites. Members are asked in all cases to consume responsibly.

## Vaping or Smoking

No vaping or smoking of any kind is permitted in or on:

- the shooting sheds
- the clubhouse
- the 3D archery trail
- the hiking trails
- the black powder trail.

## Fireworks

The discharge of fireworks is prohibited on SPFGA property.

## Vehicle Use on Ranges and Trails

Use of motor vehicles on SPFGA trails or ranges is prohibited, except by SPFGA staff & authorized volunteers, or during SPFGA-sanctioned activities.

## Off Road Vehicles

Use of off-road vehicles is prohibited on site, except by SPFGA staff & authorized volunteers, or during SPFGA-sanctioned activities.

## Fires on the Property

Members are responsible for checking for the status of any Beaver County fire advisories or fire bans at <https://www.albertafirebans.ca/> prior to lighting fires on the property.

# GENERAL RANGE RULES

## Range Hours

Shooting hours begin at 9:00 a.m. daily and end according to the following:

2nd Sunday in March – April 14: 6:30 p.m.

April 15 – September 21: 8:00 p.m.

September 22 – 1st Saturday in November: 6:30 p.m.

1st Sunday in November – 2nd Saturday in March: 4:30 p.m.

- All firing must cease at these hours.
- These times are posted at the gate, on the website and in the newsletter.
- In the case of disagreement in times posted, the details posted in the 'Range Hours' table on the [Range & Facility Rules](#) page of the website are to be taken as correct.

## Cold Range

SPFGA ranges are *cold ranges*. That is, at no point may any firearm be loaded until you are at the firing line with the safety curtain raised and ready to begin shooting. Outside of this time, a holstered handgun must be cold-holstered. That is, unloaded.

*Unloaded* here, according to *Statutory Orders and Regulations 98-209* attached to the [Firearms Act](#), means that “any propellant, projectile or cartridge that can be discharged from the firearm is not contained in the breech or firing chamber of the firearm nor in the cartridge magazine attached to or inserted into the firearm”.

## Etiquette

Members are expected to treat one another with respect.

It is the responsibility of all SPFGA members to assist and educate newer members or shooters with respect to all range rules, procedures and to ensure they are aware of proper behavior and etiquette on our range.

Targets must be removed from target boards and placed in the trash before departure.

Spent casings must be picked up from the shooting shed area using the brooms, dustpans, rakes and/or pick-up magnets provided and either placed in the casing waste pails or removed from the property. Spent shells on the shotgun range must be picked up and either placed in the trash or removed from the property.

When the range is busy, it is encouraged that a ceasefire be called at reasonable intervals to accommodate arriving or departing member placing or retrieving targets.

## General Safety

Firearms shall be unloaded on range property except when at the firing line of an active range, or under the direction of an SPFGA-appointed Range Officer at club-sanctioned events. Firearms discharge shall only take place under the same conditions.

All SPFGA Range members are responsible to ensure the ammunition and firearms being discharged are safe for use.

Cross-lane shooting is not permitted.

## Knowledge and Skill

Members must ensure they have the knowledge and skill necessary to conduct themselves in a safe manner in all activities they engage in while on SPFGA property.

## Range Membership

The handling or discharge of any firearm requires the individual to be in possession of a valid SPFGA Range membership.

## Safety Curtain

When the last member is leaving a range, the safety curtain shall be placed in the up position to prevent damage by the wind and as confirmation that no one is down range.

## Permitted Range Use

Range members must be familiar with the permitted uses for each range included in these rules. These are also posted in brief at each range.

## Unsafe Practices

When an unsafe practice is observed, it is the responsibility of the observing member to call a ceasefire and refer the issue to an (Acting) Enforcement Officer for resolution. Only upon resolution may live fire resume.

## Chamber Flags

Members are encouraged to use chamber flags where possible when firearms are not in use.

## Junior Members

All members under the age of eighteen years who do not have a Minor's License must be under the direct supervision of an adult SPFGA Range member. While supervising such a junior member, the adult Range member must be within arms-reach and must be engaged solely with the act of supervision.

# RIFLE & HANDGUN RANGES

## GENERAL RULES

These are the general rules for the Big Bore, Rimfire, Overflow, Handgun and 50 m ranges. Refer to each specific section for additional discussion.

### Firing Line

The red line at the front of each bench top, extending virtually outward to the side berms containing that range.

### Cease Fire Line

The yellow/orange line on the concrete floor in each shooting shed.

### Safety Curtain Up

Range is active or live.

Members may be forward of the Cease Fire Line.

Firearms and ammunition may be handled, loaded and discharged.

No part of any person may extend beyond the Firing Line.

## Safety Curtain Down

Range is closed to firing.

Absolutely no handling of uncased firearms, magazines, or ammunition.

Firearms must be unloaded. Firearms must be on the bench with muzzles pointed downrange, placed in the provided racks, cased or holstered. Actions, where possible, should be placed in the open position.

While in the shooting shed, all members must be back of the Cease Fire Line.

Individuals may go down range to post or retrieve targets.

## Handling Cased Firearms

Cased firearms may be handled regardless of the safety curtain position and may be placed on a shooting bench if the safety curtain is in the up position. Cased firearms must be unloaded.

## Handling Uncased Firearms

**The handling of any uncased firearm requires the safety curtain to be in the up position.**

All uncased firearms must be carried unloaded with actions open and muzzle pointed in a safe up or down direction. Once in a shooting shed, all uncased firearms must be placed in the racks provided, holstered-or, if the curtain is up, on a shooting bench with the muzzle pointed down range.

## Uncasing and Recasing Firearms

Uncasing and recasing firearms within shooting sheds must be performed at the shooting bench when the Safety Curtain is in the UP position, maintaining the muzzle in a safe downrange direction.

## To Call a Cease Fire

Any person on the range may call a ceasefire at any time.

For a **general ceasefire**, stand by the safety curtain crank and get everyone's attention. Declare that the range will be closed in one minute. Make eye contact to ensure shooters at benches are alerted to the change in range status. During a ceasefire, firearms must be unloaded and either left on the bench with muzzles pointed downrange, placed in the racks provided, or holstered. Actions should be placed in the open position where possible. Once all firearms are secured, lower the safety curtain and declare the range is closed. Everyone must move behind the Cease Fire Line.

For an **emergency ceasefire** (injury, medical emergency, firearm malfunction, animal on the range, etc.), clearly declare the range immediately closed. Ensure everyone present is alerted to the change in range status. Secure firearms and lower the safety curtain as discussed above. Everyone should move behind the Cease Fire Line.



## To Declare Live Fire

Stand by the safety curtain crank and get everybody's attention. Do a visual check to ensure that no one is downrange and that everybody has returned behind the Cease Fire Line. When safe, declare that the range is live and raise the safety curtain.

## Shotguns

Ammunition containing birdshot is prohibited on rifle and handgun ranges. Shotgun ammunition containing buckshot, smoothbore slugs, rifled slugs and sabot slugs may be used on the Big Bore, Overflow and 50 m ranges and must be fired on a horizontal plane. Elevated shooting with shotguns has only been certified by the CFO on the Shotgun range.

## Steel Core Ammunition

Ammunition with steel-core projectiles is permitted at SPFGA according to the following rules:

1. Must only be used on the Big Bore, Overflow, and 50 m ranges.
2. Must only be used on targets affixed to backstops.
3. Must not be used at distances less than 50 m.
4. Must not be used on gongs.

## Prohibited Ammunition

Tracer, incendiary, marked armour piercing and explosive ammunition use is strictly prohibited on SPFGA ranges.

.50 BMG and 20 mm cartridges are prohibited on all SPFGA ranges.

## Targets

All targets must be affixed to SPFGA supplied backers and must be soft/paper based.

Unacceptable targets include:

- photographs or likenesses of actual persons, whether living or dead
- clays, balloons, plastics
- fruits, vegetables or other food stuffs
- explosive targets.

Targets must not be placed on the ground. The ranges are designed to minimize the danger of ricochets escaping the bermed areas. The only time hard silhouette targets can be placed on the ground is at club-sanctioned events supervised by an SPFGA-appointed Range Officer.

All metallic targets except those provided by SPFGA are prohibited. (The exception to this is the Rimfire Range - refer to that section.)

Acceptable soft (i.e. non-metal) targets may be used on the 50m range, and must be hung from the provided supports.

Do not intentionally shoot at range fixtures such as gong shrouds or target supports.

The moving target system owned by SPFGA may be used at SPFGA-organized events.

## Hang Fire / Misfires

In the event of a hang fire/misfire, the action must remain closed for a minimum of one minute, the firearm remaining under control and the muzzle being maintained in a safe downrange direction.

Cartridges that fail to go off should be disposed of in the provided disposal containers at each range.

## Malfunctions

In the event that a firearm malfunction occurs when a cease fire is called – such a bolt unable to close on a tight case which is now stuck, or a muzzleloader that won't fire – make reasonable efforts to resolve the situation. Should a reasonable effort prove fruitless, render the firearm as safe as possible and ensure the muzzle is pointed in a safe direction. The firearm may be inspected further at curtain up.

## Injury Accidents

In the event of an injury accident:

1. A cease fire must be called and the injured person(s) must vacate the Firing Line,
2. Injured parties should be offered first aid, and if warranted, encouraged to seek appropriate medical attention. An injured person is permitted to return to the Firing Line to shoot only after the (Acting) Enforcement Officer clears him/her to do so.
3. The (Acting) Enforcement Officer must submit an Incident Report ([https://www.spfga.ca/mdc\\_incident\\_form/](https://www.spfga.ca/mdc_incident_form/)) within 24 hours, containing:
  - Date and time of incident.
  - Name, membership number and telephone number of the injured person(s), date and time of the incident.
  - Reports taken from witnesses on site with names, membership numbers and telephone numbers.
  - Details regarding the incident, nature of the injuries, and actions taken.

**NOTE: In the case of a catastrophic firearm/component failure, the member involved shall not be permitted to shoot for the remainder of that day to allow them time to assess the ammunition and firearm.**

## BIG BORE AND OVERFLOW RANGES

This range is approved for the following:

- Centerfire rifles
- Rimfire rifles
- Shotguns with slugs or buckshot (birdshot is only permitted on the shotgun range)
- Muzzle-loading long guns
- Air-powered rifles

The CFO has approved the Big Bore and Overflow ranges for rifle template groups up to **but not including** the .50 BMG template.

### Etiquette

Members using muzzle brakes are requested to use the plexiglass shields provided.

Members using semi-automatics are requested to use the mesh casing deflectors.

## RIMFIRE RIFLE & MUZZLE LOADING RANGE

This range is approved for the following:

- Rimfire rifles
- Muzzle-loading long guns
- Air-powered rifles

Rimfire handguns, muzzle loading pistols and cap & ball revolvers must use the pistol or 50 m ranges.

Sabot or conical bullets from muzzle-loaders must not be fired at gongs.

Downward deflecting spinners may be used on the Rimfire Range when placed inside a steel shroud.

## HANDGUN RANGE

This range is approved for the following:

- Centerfire handguns
- Rimfire handguns
- Pistol caliber carbines
- Muzzle loading pistols
- Cap & ball revolvers
- Air-powered rifles and handguns

### Etiquette

Members using semi-automatics are requested to use the mesh casing deflectors.

## 50 M RANGE

This range is approved for the following:

- Centerfire rifles
- Rimfire rifles
- Shotguns with slugs or buckshot (birdshot is only permitted on the shotgun range)
- Muzzle loading long gun
- Centerfire, rimfire and muzzle loading handguns
- Air-powered rifles and handguns

The CFO has approved the 50 m range for rifle and pistol template groups up to **but not including** .50 BMG.

### Etiquette

Members using muzzle brakes are requested to use the plexiglass shields provided.

Members using semi-automatics are requested to use the mesh casing deflectors.

# SHOTGUN RANGE

The CFO has approved the use of this range for the following:

- Shotguns with #7 or smaller birdshot only

**Note:** The shotgun range is not bermed and buckshot, smooth bore slugs, rifled slugs, or sabot slugs are absolutely prohibited on the shotgun range due to the safety risk they pose. Rifles or handguns are absolutely prohibited on this range as well for this reason. Buckshot and slugs are permitted on the Big bore, Overflow and 50 m ranges. Muzzle-loading shotguns are permitted, so long as the shot size used is #7 or smaller.

When not in use, shotguns must be unloaded, actions placed in the open position where possible, and placed in the provided racks.

On the firing line, muzzles must be pointed downrange.

While being carried to or from the firing line, shotguns must be carried unloaded with actions open and muzzle pointed in a safe up position (exception: shotguns with break actions, which may also be carried muzzle down).

## Spring Throwers

Spring throwers must be left uncocked by their last user.

## Patterning Board

As the patterning board is downrange from both the spring throwers and the shooting stations at the trap field, no one can be using the Shotgun range when the patterning board is in use.

## Clay Target Stands

Members using the clay target stands must shoot from the spring throwers. Stands must be arranged so as to ensure safe shooting lanes.

## Electronic Thrower

When the range control flag is raised, the range is CLOSED and all shotguns must be unloaded with actions open.

When changing shooting posts, shotguns must be carried unloaded with actions open and muzzle pointed in a safe up position (exception: shotguns with break actions, which may also be carried muzzle down).

Except when shooting at “doubles”, shotguns must be loaded with one shell only.

# BLACK POWDER TRAIL

The CFO has approved the Black Powder Trail for the following:

- Muzzle loading pistols
- Muzzle loading long guns
- Cap & ball revolvers

Sabot and conical bullets are prohibited on the Black Powder Trail. Only round balls are to be used.

Do not use long guns to shoot at the yellow pistol targets.

The trail shooting hours are the same as the rest of ranges.

## Fire Prevention – 5 Second Patch Lube Test

Pre-lubed patches can start grass fires under some conditions. The recommended lube for patches is water. If another lube is used, it should be tested to ensure the patch will not start a brush fire. A small propane torch (the type used to solder copper pipe) is needed for this test. Lube a patch & hold it at the tip of the flame for 5 seconds. If the patch does not start to smolder, this patch/lube combo can be used on the trail walk.

When Beaver County declares a fire ban, the Black Powder Trail is closed to shooting. **It is the responsibility of the individual member** to check the status of any Beaver County fire advisories or fire bans at <https://www.albertafirebans.ca/> prior to shooting on the Black Powder Trail.

If a fire ban affects an organized and scheduled black powder shoot, the shoot may go on as additional fire prevention procedures will be put in place.

# ARCHERY RANGE

## General Rules

Firearms are **prohibited** on the archery range.

Always shoot from behind the shooting line.

When the range is busy, be courteous and only shoot 3 arrows before allowing another to shoot.

Prior to proceeding to retrieve arrows, ensure you gain the attention of other archers and call CLEAR.

Only place an arrow on your bow after everyone has returned behind the shooting line.

Unlike the hours posted for the firearms ranges, the archery range may be used from sunrise to sunset.

## Crossbows

Crossbows may be used on the archery range.

Crossbows should only be cocked after everyone has returned behind the shooting line.

## Broadheads

Absolutely NO broadheads or practice broadheads are to be used on SPFGA target butts or the 3D course.

You may provide and use your own broadhead target.

## 3D Course

Before shooting on a 3D target lane, ensure that it is clear of other archers.

If you need to retrieve a lost arrow, take care to ensure you do not stray into another shooting lane.

For ease of removal and to preserve 3D targets, lubricate your arrows when shooting the 3D course.

Support the 3D target when removing an arrow.

3D targets can be quite life-like. Be absolutely certain of your target - if it is moving, DO NOT shoot!

# CAMPGROUND

## Sign-in/Sign-out

Campers are required to sign-in/sign-out at the campground kiosk.

## Length of Stay

The maximum stay length is seven consecutive nights. After your seventh night, you must remove your tent/camper and vacate the campground for a minimum of 24 hours before returning. Ensure you sign out at the Campsite Kiosk as you depart.

## Reservations

Campsites are first come, first serve. They are unable to be reserved for use.

You are not permitted to save campsites for others.

You must immediately occupy the campsite designated by your sign in at the campsite kiosk. If an accommodation unit is not present, another member is free to take that site. Campsites are first come first serve. they are unable to be reserved for use.

## Equipment Maximum Permitted on a Campsite

- A maximum of four vehicles, tents, recreational vehicles or trailers are permitted on a campsite.
- A campsite must be large enough to accommodate the maximum number of allowable units.

## Dealing With Waste

All garbage, compost, and recycling must be removed by the member from the facility and must not be left anywhere on the property.

## Be a Good Neighbour

- Avoid excessive noise so that everyone is able to enjoy the campground
- Quiet hours are 11:00 p.m. to 7:00 a.m. daily.
- Loud partying, stereos at high volume and other rowdy behaviour are not tolerated at any time.

## Generators

- Please use your generator in moderation. Constantly running generators is considered excessive noise UNLESS required for medical reasons.



- Generators must not run unattended. A campsite occupant must be present when a generator is in use.
- Unless mounted to a truck or trailer, generators must be placed within the campsite when in use. Generators must always be clear of surrounding vegetation to reduce the risk of fire.
- Your generator's exhaust must not be pointed in the direction of a neighbouring campsite.

## Fire Prevention

- Members are responsible for checking for the status of any Beaver County fire advisories or fire bans at <https://www.albertafirebans.ca/> prior to lighting fires on the property.
- Campfires are permitted only in the firepits provided.
- Never leave your campfire unattended. Ensure your campfire is completely out before returning for the night and before leaving your campsite.
- To report a wildfire, call 911.

## Firewood

Firewood is provided for use at no charge and may be found in the shed on the campground loop. Please be respectful in your use. Do not remove this wood from the facility.

If the firewood shed is empty, you may cut your own wood understanding the following provisos:

- the wood must already be on the ground, there must be no cutting down or falling of trees even if they are already dead
- cutting and splitting must be with hand saws and axes only, no chain saws or power equipment.

## Guests

Guests are not permitted to remain onsite overnight. Overnight camping is restricted to SPFGA members.

## CLUBHOUSE USE

The clubhouse is left unlocked to allow for member access.

Members may use the indoor washrooms and shower facilities.

Use of the split wood in the locked woodshed is limited to SPFGA functions and youth groups.

The building and grounds must be left in a clean condition after use.

## FISH POND

The purpose of the SPFGA fish pond is the introduction of members of all ages to angling.

Angling is restricted to the use of single barbless hooks

Children in the pond area must be under the supervision of a responsible adult.

The fish pond is catch-and-release only.

During colder months, the Fish Pond aerator causes thin and unsafe ice on the pond surface. For safety, we close the pond for use from October 1 until ice breakup the following spring (typically April).

**At no time is it safe for members to be on the Fish Pond ice.**